

Archbishop John L. May
Council No. 11480 Knights of Columbus
Enterprise, Alabama

Whereas Council No. 11480 By-Laws derive from the Knights of Columbus (KoC) Supremes' "By-Laws Online" application (APP) Standard Template; and

Whereas councils wishing to have changes or addendums to the KoC Standard Template for the conduct of the Council's affairs to better clarify and define local needs are encouraged to establish council specific policy, which will be voted on by the membership on annual basis; now, therefore, be it

Resolved, that Council No. 11480 on behalf of its members;

develops, publishes, and disseminate **Council Policy** supplementing current By-Laws; and

institutes that this **Council Policy** will be reviewed and voted on by the membership in conjunction with the annual election of officers.

Council No. 11480 Policy

No. 1 The Recorder shall file any addition or deletion to these policies in a filing book to be provided for that purpose and the same shall be preserved as a part of the records of this Council.

No. 2 The Council's monthly business meeting shall be held on the fourth Monday of every month. An Officers planning meeting in conjunction with appointed committees and Service Program Directors shall be held on the second Monday of every month.

No. 3 First Degree exemplifications are authorized with a live First Degree team (preferred method) or with the First Degree Ceremonial Production DVD. Exemplification can be scheduled any time during the week to accommodate new candidates with challenging personal schedules. Council exemplifications can be scheduled before or after the monthly Council business meeting in order to encourage and maximize current member's attendance.

No. 4 It shall be the duty of all officers, to attend each meeting and all degrees exemplifications held within the Council. In case of inability of any officer to attend a meeting, due notice shall be given to the Grand Knight and arrangements made to have all necessary books and papers in the possession of such officer at the meeting. If a Chair Officer is absent from a meeting, the presiding officer shall designate a member to act for him. If an elected officer, without reasonable excuse is absent from three consecutive regular business meetings, the Grand Knight may report this fact to the District Deputy for such action under Section 92(b) of the Laws and Rules of the Order as the District Deputy deems appropriate.

No. 5 High degree of examination from the Council's Treasures shall be given to all transaction paid with the use of the Council's account debit card.

No. 6 The Grand Knight, Treasurer, Financial Secretary, and Trustees shall prepare the budget for the current fraternal year (period from July 1 to June 30). Once the budget is prepared and finalized, it shall be adopted early in the fraternal year, ideally in the month of July, at a regular council meeting by a vote of the membership. It is understood that the budget is a projection made at a particular time and that unforeseen circumstances may come into play, which will require immediate council action. With this in mind and for the council to remain nimble in its response and efforts as a “go-to” charitable service organization within this parish and community, not planned expenses shall be presented to and voted on by council members.

No.7 The budget shall include a Grand Knight discretionary fund not to exceed \$300. All discretionary expenses are subject to examination by the board of trustees.

No. 8 Council dues shall be payable in advance at the first regular meeting in January.

These Policies are adopted by vote of the Council on _____, 2018.

Grand Knight

Council Recorder